



CITY of HOLLADAY

PLANNING COMMISSION MEETING AGENDA

July 12th 2022

City Council Chambers – 4580 S 2300 E

Interested parties are encouraged to watch the video stream of the meeting on the City of Holladay webpage. Participation in *public hearings* portions of the meeting can be accomplished in either of the following ways:

- In-person attendance: at Holladay City Hall
 - Emailed comments: must be received by 5:00 pm on 07/11/2022 to the Community and Economic Development Department; jteerlink@cityofholladay.com
-

AGENDA

5:30 PM WORK SESSION – The Commission may discuss any or all agenda items. No decisions or voting to occur.

6:00 PM CONVENE REGULAR MEETING – Public Welcome & Chair Opening Statement

PUBLIC HEARING - ACTION

1. **“Bella Casa” Subdivision – Concept / Preliminary – 4555 South Highland (R-2-10)**
Review and consideration of an application by Property Owner, David George to subdivide a total of .48 acres of land (18,198 acres) to accommodate a two-lot, residential subdivision as per Holladay Ord. 13.10.

File #22-1-05

ACTION ITEMS

2. **Approval of Minutes** – 05/17

DISCUSSION ITEM

3. **Text Amendment – Chp. 13 Land Use Development Code; Off-Street Parking Requirements, 13.80**
Continued discussion: Review and recommendation to City Council on proposed amendments to Title 13, of the Holladay City Code, Land Use and Development Regulations updating minimum parking ratio requirements by use and consideration of allowing flex ratio provisions as adjustments to required minimums.

File #01-04-23-3

ADJOURN

CERTIFICATE OF POSTING

I, Stephanie N. Carlson, the City Recorder of the City of Holladay, certify that the above agenda notice was posted at City Hall, the City website www.cityofholladay.com, the Utah Public Notice website www.utah.gov/pmn, and was emailed to the Salt Lake Tribune and Deseret News and others who have indicated interest.

DATE POSTED: *Stephanie N. Carlson MMC, City Recorder
City of Holladay

Reasonable accommodations for individuals with disabilities or those in need of language interpretation service can be provided upon request. For assistance, please call the City Recorder's office at 272-9450 at least three days in advance. TTY/TDD number is (801)270-2425 or call Relay Utah at #7-1-1

The Chair shall call the meeting to order at the appropriate time, greet the people, and read the following statement:

- *The City of Holladay Planning Commission is a volunteer citizen board whose function is to review land use plans and other special studies, make recommendations to the City Council on proposed zoning map and ordinance changes, and approve conditional uses and subdivisions.*
- *The Planning Commission does not initiate land use applications; rather acts on applications as they are submitted. Commissioners do not meet with applicants except at publicly noticed meetings.*
- *Commissioners attempt to visit each property on the agenda, where the location, the nature of the neighborhood, existing structures and uses related to the proposed change are noted.*
- *Decisions are based on observations, recommendations from the professional planning staff, the City's General Plan, zoning ordinance and other reports, by all verbal and written comments, and by evidence submitted, all of which are part of the public record.*
- *Meeting procedure can be found on the back of the agenda.*

Rules of the City of Holladay Planning Commission for Public Hearings

The Planning Commission Chair or Vice Chair is the Presiding Officer and will conduct the hearing.

1. **Introduction.** The Presiding Officer informs those attending of the procedure and order of business for the hearing.
2. **Staff Presentation.** City Staff briefly introduces the request that prompted the public hearing. The presentation shall not last more than five minutes.
3. **Sponsor Presentation.** If desired, the applicant or his/her representative may also make a presentation. The presentation shall not last more than fifteen minutes.
4. **Public Comment.** The Presiding Officer asks for public comment on the matter before the Commission. Comments are limited to three minutes and speakers are allowed to speak only once. Speakers are requested to:
 - (a) Complete the Citizen Comment Form
 - (b) Wait until recognized before speaking
 - (c) Come to the microphone and state their name and address for the record
 - (d) Be brief and to the point
 - (e) Not restate points made by other speakers
 - (f) Address questions through the Presiding Officer
 - (g) Confine remarks to the topic
 - (h) Avoid personalities

After each citizen has spoken, Commission members may ask questions of the participant before the Presiding Officer resumes or closes the hearing.

5. **Applicant Summation/Response.** Following citizen comment and questions by the Commission, the applicant shall be given an opportunity to give up to fifteen minutes summation and/or response prior to closing of the public hearing.
6. **Closing the Hearing.** If there is no further public comment, questions by Commission members, or final response by the applicant, the Presiding Officer shall conclude the hearing at least ten minutes in advance of a subsequently scheduled public hearing. The Commission may vote to extend the public hearing past the starting time of a subsequent public hearing.
7. **Consideration of Item.** At the close of the public hearing, the Commission shall consider the item, discuss its merits and vote on the matter or vote to continue it at a future meeting.



Request: **RESIDENTIAL SUBDIVISION – CONCEPT & PRELIMINARY PLAN REVIEW**
Project: “Bella Vista” 2 – lot Subdivision
Address: 4555 South Highland Drive , Holladay Utah 84117
Applicant: David George, Owner
File No: 22-1-05
Notice: Mailed – 07/01/2022
Planner: Jonathan Teerlink

GOVERNING ORDINANCES:	13.08.10C	CONCEPTUAL PLAN APPROVAL STANDARDS
	13.10.050A	CONCEPTUAL SUBMISSION REQUIREMENTS
	13.10.050B	PRELIMINARY SUBMISSION REQUIREMENTS
	13.10.080	SUBDIVISION APPROVAL STANDARDS

REQUIRED PLANNING COMMISSION ACTION: Administrative

*Public hearing required. PC shall make a motion of either; denial, approval or to continue. All motions require findings which support the decision. As directed by ordinance, applications **shall** be approved if the Land Use Authority finds Substantial Evidence of compliance with applicable requirements. Holladay Ord. [13.06.050.B2](#) and [13.08](#)*

*Creation of a subdivision plat requires review and approval by the Land Use Authority (Planning Commission) in a three-step process; **Concept, Preliminary and Final plat**. Decisions must be made during public meeting. The notice for the required public hearing of this first step has been mailed to all properties within 500’ of the subject parcels.*

SUMMARY

Property owner and applicant, David George has been working with the TRC on a plan to split an existing .418 acres (18,198 sq ft) lot according to R-2-10 zone [lot creation standards regulations](#). The subdivision will facilitate the creation of a new single-family home lot accessed from Highland Drive a public street, via a new 20-foot-wide private driveway. Both lots to measuring 8,184 and 10,014 square feet, exceeding the R-2-10- zone’s required minimum lot size of 6,250 sq ft.

TECHNICAL REVIEW COMMITTEE ANALYSIS

CONCEPT LEVEL ANALYSIS:

In accordance with Holladay Ord 13.08.010, upon receipt of a complete concept subdivision application, the Community and Economic Development Director has distributed the application to and has subsequently received recommendation(s) from the Technical Review Committee. Review of submitted elements are compared against the administrative [checklist of required submittals 13.10.050A](#). The following is provided to the Planning Commission as a summary of joint recommendation of unconditional conceptual subdivision approval from the TRC:

Zoning: Holladay City Planner:

- Exceeds the Min. 6,250 square foot standards – detached, single-family home lot size
- Exceeds the Min 50-foot lot width
- Utility connection letters: gas, sewer and power. (Culinary Water pending)

Fire Code: United Fire Authority (UFA), Area Fire Marshal:

- Provides accommodation of 20-foot wide access drive properly sized for fire and emergency access
- Existing hydrant located directly north of property – Salt Lake Public Utilities.

Engineering: City Engineer:

- Big Cottonwood Canal Little irrigation water facility - proposal shows no to change to this facility. Project to maintain access to and existing alignment of this critical irrigation facility running along the west property line

Public Works, City Engineer:

- Existing public improvements are existing, maintain in good condition

Building Code, City Building Official

- No comment

::

PRELIMINARY LEVEL ANALYSIS:

In accordance with Holladay Ord 13.08.010.D, upon receipt of a complete preliminary subdivision development application, the Community and Economic Development Director has distributed the application and associated development drawings to and has subsequently received recommendations from the Technical Review Committee. Review of submitted elements are compared against the preliminary plat [administrative checklist of required submittals 13.10.050B](#). *As per concurrent review allowances set forth in ordinance 13.08.010.F*, the following is provided to the Planning Commission as a summary of joint recommendation of *conditional* preliminary subdivision approval from the TRC:

Zoning, City Planner:

- Preliminary plat proposal maintains conceptual layout and zone compliance
- Setbacks for new homes comply with R-2-10 zone and private lane development standards.
- Final landscaping plan is pending; tree canopy preservation plan, etc.

UFA, Area Fire Marshal:

- 20 minimum width proposed – fire turn around area not required as currently proposed. Final determination depends on final depth of rear home

Engineering, City Engineer:

- Irrigation Protection order must be executed – *agreement to maintain irrigation facility in place*.
- Public Utility Easements and Utility connection details are provided
- Final grading plans are pending new home construction – no development is proposed at this time.
- Storm water retention plans are pending
- Storm Water retention and maintenance notions required on Final plat document.

Public Works, City Engineer:

- Proposal maintains all existing public improvements – curb gutter sidewalk.
- New drive approach to comply with ASHTO standard

Building Code, City Building Official

- No comment

RECOMMENDATION

The TRC recommends that the commission hold the required public hearing and consider comments presented. The CED Director has found that all required concept elements of a residential subdivision proposal have been reviewed and accepted by the TRC and have been determined to be complete as per the City's submission requirements. The CED Director has also found that all required preliminary level elements of a residential subdivision development have been submitted, reviewed and accepted or otherwise noted as modified by the TRC as conditional acceptance as per the City's submission requirements. The TRC can therefore recommend the commission approve the **CONCEPTUAL SUBDIVISION PLAN and PRELIMINARY PLAT**. Additionally, and, if the commission is amenable, in accordance with 13.08.010.D5, a motion to delegate the **FINAL PLAT** approval to staff may be derived.

STAFF FINDINGS:

1. The submittal documents for residential subdivision in the R-2-10 are substantially completed; and,
2. Each proposed lot exceeds the minimum standards for single-family home development in the R-2-10 zone.
3. The development complies with the General Plan as providing single family homes on lots similar to development within the vicinity; and,
4. The development and construction requirements are proposed within the project boundaries – does not require neighboring contribution or agreements and are found to substantially complete.
5. Fire access has been approved by the UFA.
6. Direct and unobstructed vehicular access and utility easements to the rear home are established

STAFF REQUIREMENTS – *CONDITIONS OF APPROVAL*

- Submit the required landscaping plan for review and verification by TRC– tree canopy preservation details
- Storm water detention areas and public improvements for review and verification by the city engineer
- Obtain final water utility connection letters prior to Final plat submittal to the TRC
- Post development Bonding requirements as determined by the City engineer.

SUGGESTED MOTIONS

“I ____ Motion to (approve / continue for further discussion) the **CONCEPTUAL PLAN** and **PRELIMINARY PLAT** application by **David George** for **Bella Casa, a two-lot, detached single family residential subdivision, located at 4555 South Highladn Drive, in the R-2-10 zone** based upon the findings... subject to the following requirements ... “.

> ..
> ..

“Also, within in one year and in accordance with 13.08.010.D5, to defer administrative review and approval of the **FINAL PLAT** by the Community & Economic Development Director - following a positive, written recommendation from TRC.”



NOTICE OF A PUBLIC HEARING

Conceptual & Preliminary Subdivision – “Bella Casa”

Date: Tuesday, July 12th 2022
Time: As close to 6:00 pm as possible
Location: City Hall – City Council Chambers
Hearing Body: Planning Commission

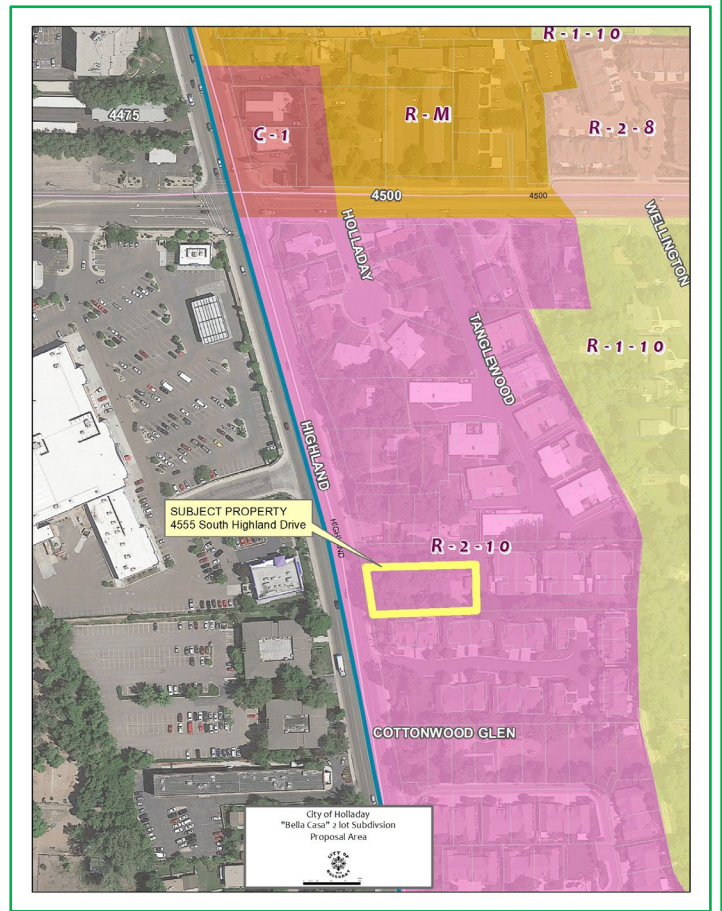
Notice is hereby given that the City of Holladay Planning Commission will conduct a public hearing during review and consideration of a 2-lot subdivision plan proposed by the applicant, David George to subdivide .37 acres of land located at **4555 South Highland Drive**, in the R-2-10 zone, into a **two - lot single family home subdivision**. This application will be reviewed by the Planning Commission for compliance with Holladay Ordinance 13.10

****No zone or ordinance change is proposed in conjunction with this application. ****

Please submit comments via email by 5:00 pm July 11th 2022 to Jonathan Teerlink, jteerlink@cityofholladay.com Emailed comments received by the designated times will be forwarded to the Commission prior to the meeting.

Additional information regarding this item & instructions how to join this meeting remotely can be found on the City's website and on the posted agenda, prior to the meeting. Interested parties are encouraged to watch the video stream of the meeting on the City of Holladay Website.

ATTENTION: This notice was mailed on 07/02/2022 by order of the Community and Economic Development Director, Jonathan Teerlink, to all residents within 500 feet from the subject property. If you are not the owner of your residence, please notify the owner regarding this matter. Thank you.



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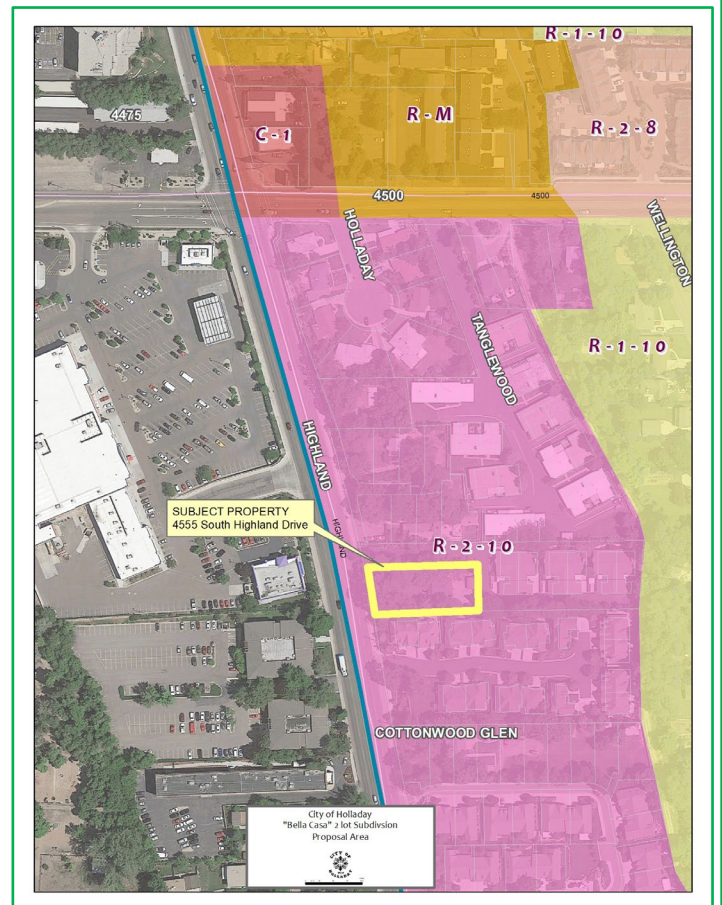
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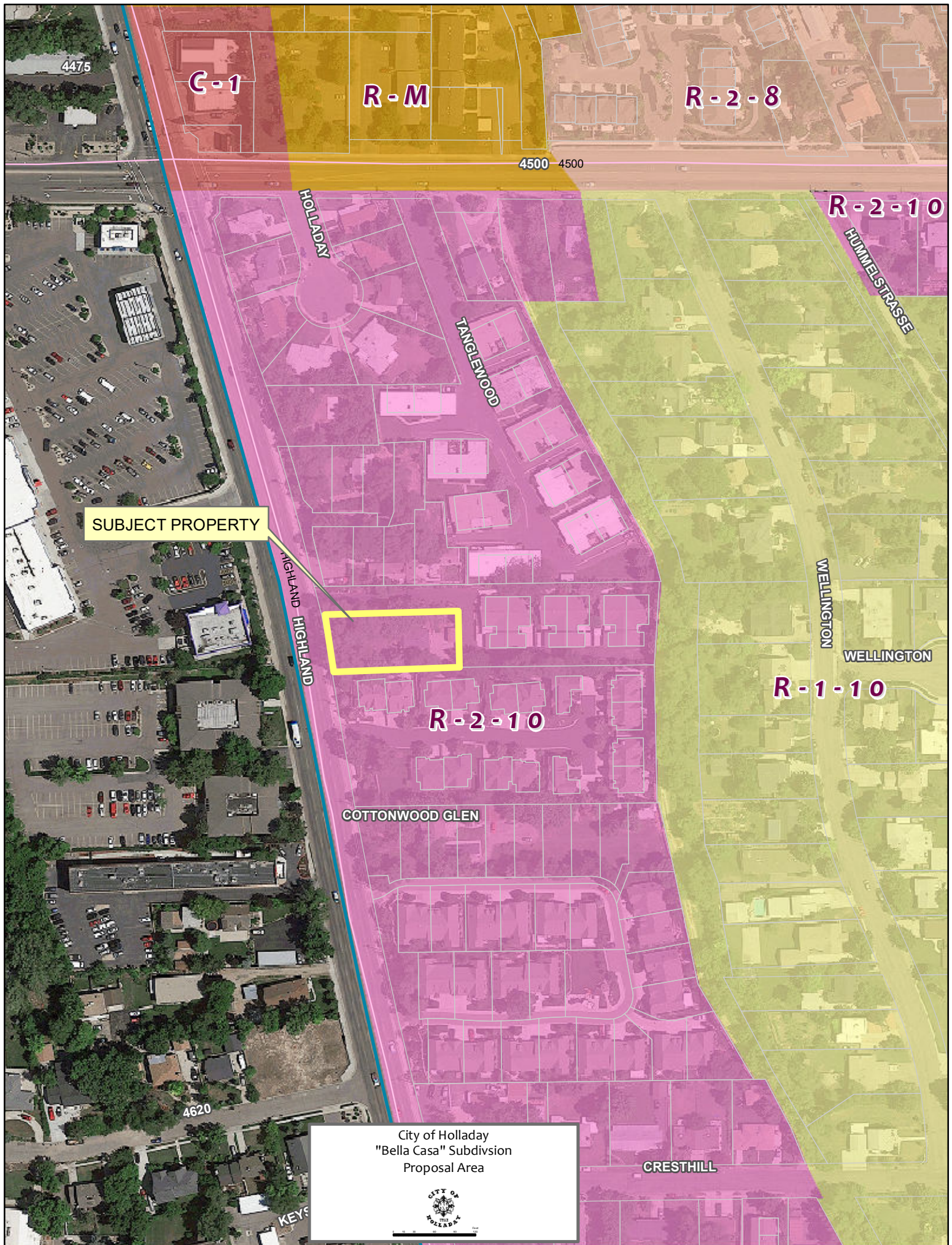
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4475

4500

4500

HOLLADAY

WELLINGTON

TANGLEWOOD

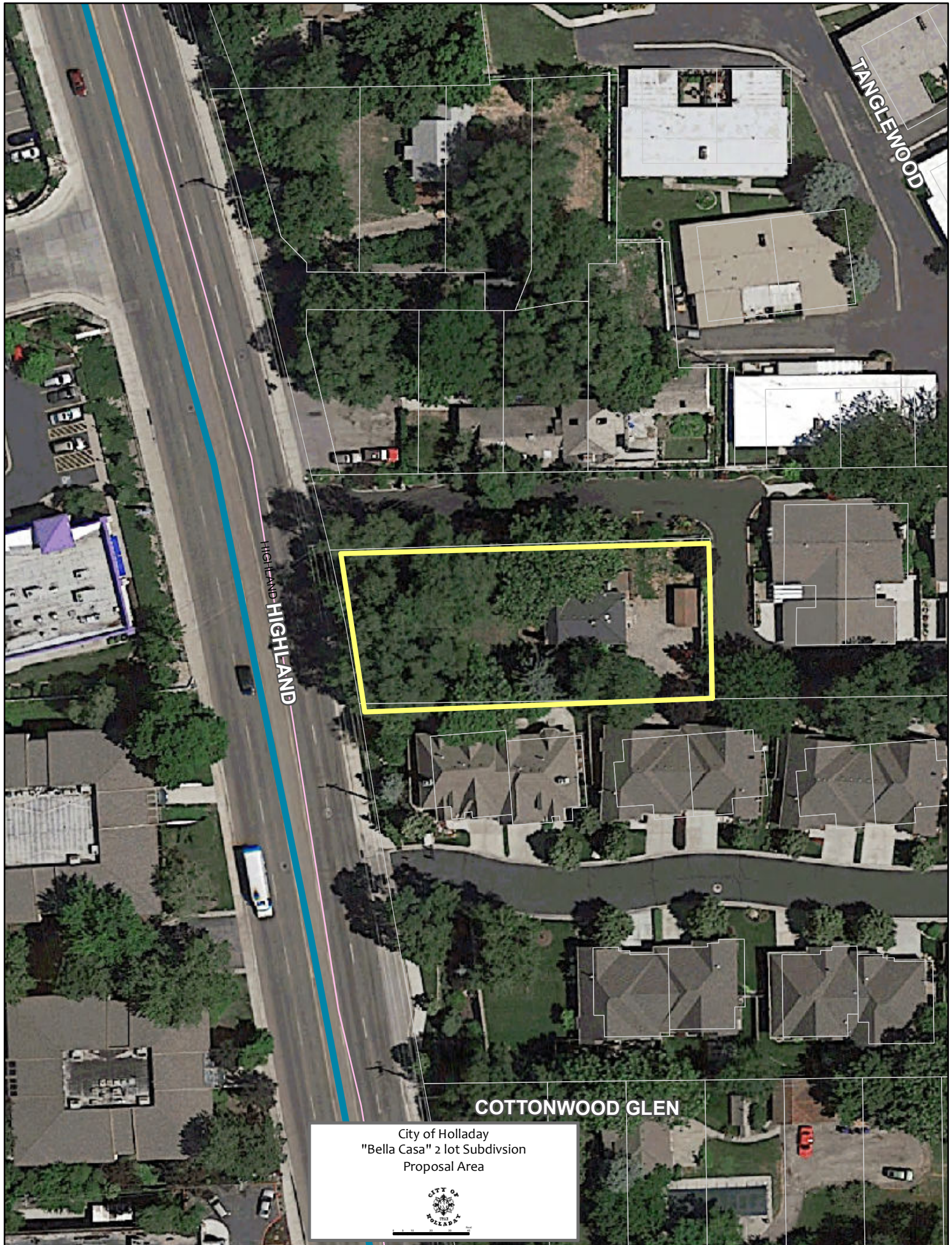
HIGHLAND

SUBJECT PROPERTY
4555 South Highland Drive

COTTONWOOD GLEN

City of Holladay
"Bella Casa" 2 lot Subdivision
Proposal Area





TANGLEWOOD

HIGHLAND HIGHLAND

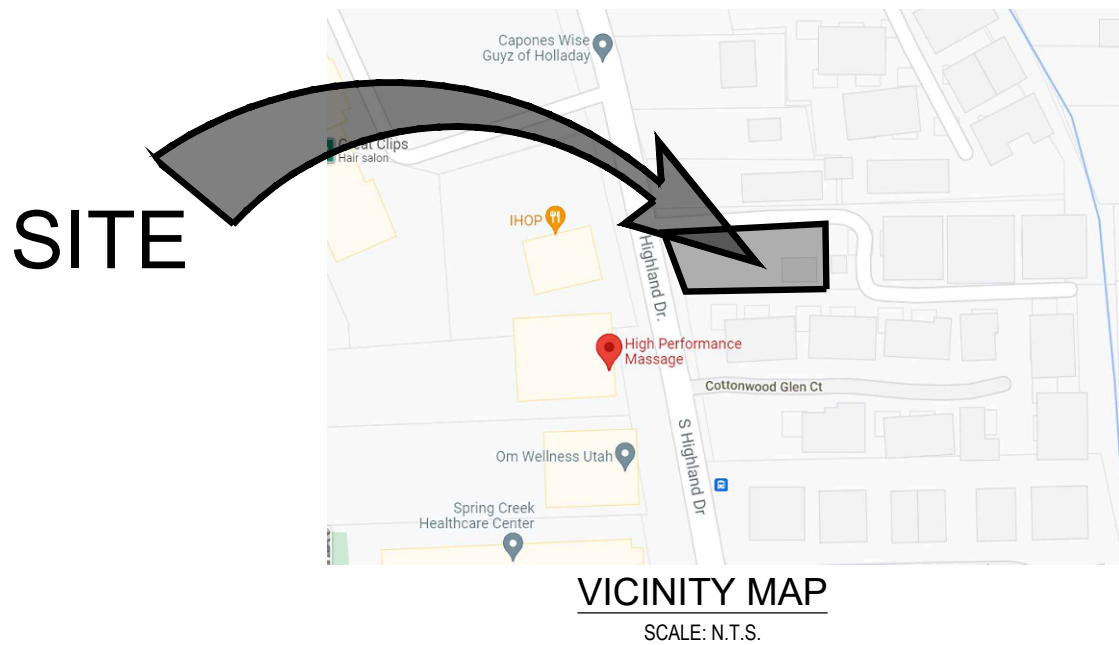
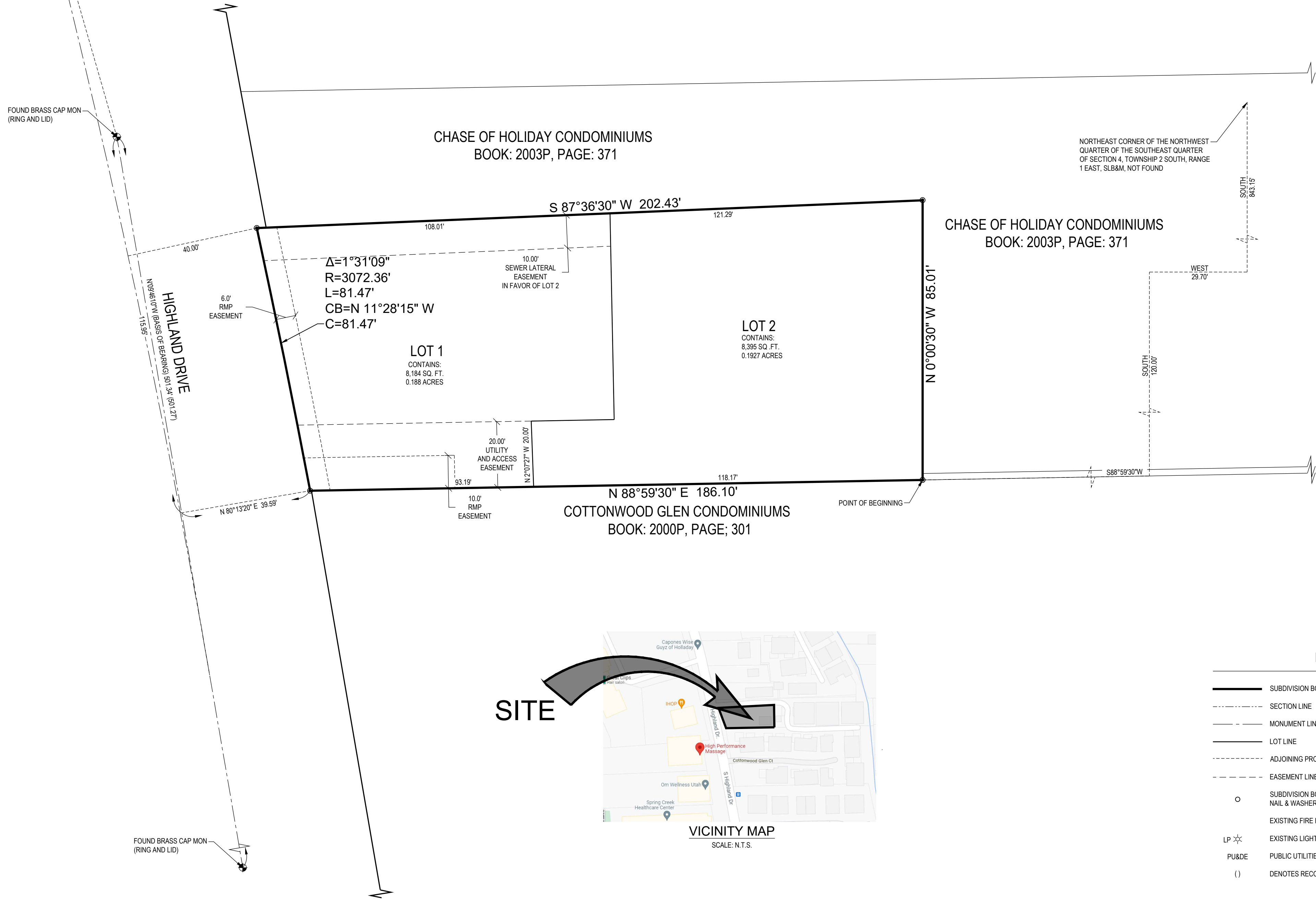
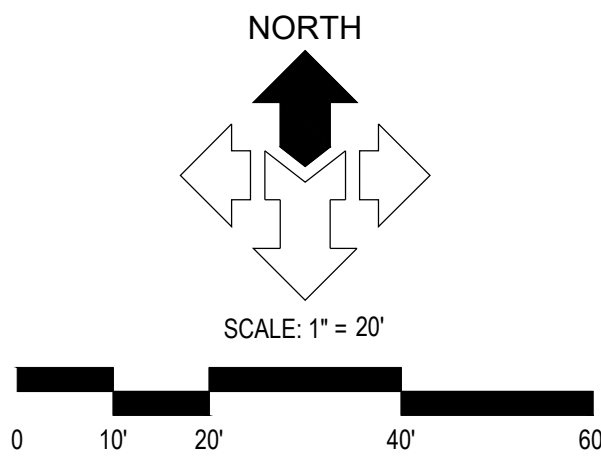
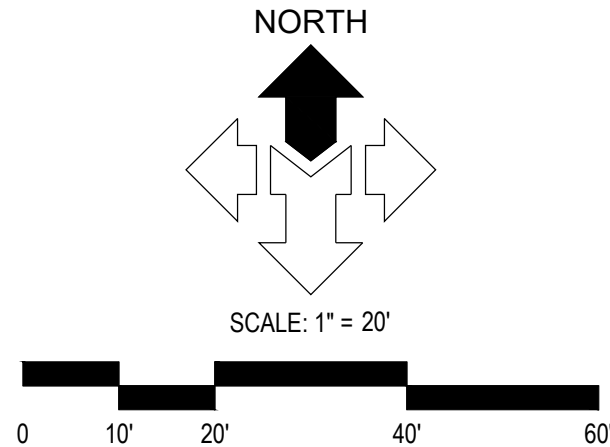
COTTONWOOD GLEN

City of Holladay
"Bella Casa" 2 lot Subdivision
Proposal Area



BELLA CASA SUBDIVISION

LOCATED IN THE SOUTHEAST QUARTER
OF SECTION 4, TOWNSHIP 2 SOUTH,
RANGE 1 EAST, SALT LAKE BASE AND MERIDIAN
HOLLADAY, UTAH
ZONE R-2-10



LEGEND

- SUBDIVISION BOUNDARY
- SECTION LINE
- MONUMENT LINE/CENTER LINE OF ROAD
- LOT LINE
- ADJOINING PROPERTY LINE
- EASEMENT LINE
- SUBDIVISION BOUNDARY CORNER, COPPER PLUG OR REBAR & CAP OR NAIL & WASHER STAMPED "MCNEIL ENGR"
- EXISTING FIRE HYDRANT
- EXISTING LIGHT POLE
- PUBLIC UTILITIES & DRAINAGE EASEMENT
- DENOTES RECORD INFORMATION

NOTES

DEVELOPER & OWNER

OWNER: DAVID GEORGE
DEVELOPER: BETTER QUALITY HOMES
CONTACT: DAVID GEORGE
CONTACT STREET: 11693 S GROVES MEADOW CIRCLE
SOUTH JORDAN, UTAH
PHONE: 801-548-6302
PREPARED MAY 20, 2022

CITY ENGINEER

APPROVED THIS ____ DAY OF ____ A.D., 20__

CITY ENGINEER

CITY ATTORNEY

APPROVED AS TO FORM THIS ____ DAY OF ____ A.D., 20__

HOLLADAY CITY ATTORNEY

PREPARED BY:

McNEIL ENGINEERING™
Economic and Sustainable Designs, Professionals You Know and Trust
8610 South Sandy Parkway, Suite 200 Sandy, Utah 84070 801.255.7700 mcnilengineering.com
Civil Engineering • Consulting & Landscape Architecture
Structural Engineering • Land Surveying & HDS

CITY OF HOLLADAY

PRESENTED TO THE CITY OF HOLLADAY THIS ____ DAY OF ____ A.D., 20__
AT WHICH TIME THIS SUBDIVISION WAS APPROVED AND ACCEPTED.

ATTEST: CITY RECORDER

CITY MANAGER

SURVEYOR'S CERTIFICATE

I, DAVID B. DRAPER DO HEREBY CERTIFY THAT I AM A PROFESSIONAL LAND SURVEYOR, AND THAT I HOLD CERTIFICATE NO. _____ IN ACCORDANCE WITH TITLE 58, CHAPTER 22, PROFESSIONAL ENGINEERS AND PROFESSIONAL LAND SURVEYORS ACT, HAVE COMPLETED A SURVEY OF THE PROPERTY DESCRIBED ON THIS PLAT IN ACCORDANCE WITH SECTION 17-23-17 AND HAVE VERIFIED ALL MEASUREMENTS AND HAVE PLACED MONUMENT AS REPRESENTED ON THIS PLAT, AS PRESCRIBED UNDER THE LAWS OF THE STATE OF UTAH. I FURTHER CERTIFY THAT BY THE AUTHORITY OF THE OWNERS, I HAVE MADE A SURVEY OF THE TRACT OF LAND SHOWN ON THIS PLAT AND DESCRIBED HEREON, AND HAVE SUBDIVIDED SAID TRACT INTO LOTS, AND STREETS, TOGETHER WITH EASEMENTS, HEREAFTER TO BE KNOWN AS:

BELLA CASA SUBDIVISION

AND THAT AT THE SAME HAS BEEN CORRECTLY SURVEYED AND MARKED ON THE GROUND AS SHOWN ON THIS PLAT.

SUBDIVISION DESCRIPTION

A PARCEL OF GROUND LOCATED IN THE SOUTHEAST QUARTER OF SECTION 4, TOWNSHIP 2 SOUTH, RANGE 1 EAST, SALT LAKE BASE AND MERIDIAN, SAID PARCEL BEING THE SAME AS CONVEYED BY QUIT CLAIM DEED NOVEMBER 2, 2018 AS ENTRY NO. 12879106 IN BOOK 10727 AT PAGE 3218 IN THE OFFICE OF THE SALT LAKE COUNTY RECORDER, SAID PARCEL BEING DESCRIBED MORE PARTICULARLY AS FOLLOWS:

BEGINNING AT THE SOUTHEAST CORNER OF SAID PARCEL, SAID POINT BEING ON THE NORTH LINE OF COTTONWOOD GLEN CONDOMINIUMS, AS RECORD WITH THE OFFICE OF THE SALT LAKE COUNTY RECORDER IN BOOK 2000P OF PLATS AT PAGE 301, SAID POINT BEING SOUTH 84.15 FEET (61.1 RODS BY DEED), MORE OR LESS, AND WEST 29.70 FEET (1.8 RODS BY DEED), MORE OR LESS, AND SOUTH 120.00 FEET, MORE OR LESS, AND SOUTH 89°00'00" WEST 267.33 FEET, MORE OR LESS, FROM NORTHEAST CORNER OF THE NORTHWEST QUARTER OF THE SOUTHEAST QUARTER OF SAID SECTION 4, SAID POINT ALSO BEING SOUTH 9°46'10" EAST ALONG THE MONUMENT LINE OF HIGHLAND DRIVE 115.95 FEET AND NORTH 80°13'20" EAST 39.59 FEET TO A POINT ON THE EASTERLY RIGHT OF WAY LINE OF HIGHLAND DRIVE AND A POINT ON THE WESTERLY EXTENSION OF SAID NORTH LINE AND NORTH 88°59'30" EAST ALONG SAID NORTH LINE 186.10 FEET FROM A FOUND BRASS CAP MONUMENT LOCATED IN SAID HIGHLAND DRIVE, AND RUNNING THENCE SOUTH 88°59'30" WEST ALONG SAID NORTH LINE 186.10 FEET TO A POINT ON SAID EASTERLY RIGHT OF WAY LINE, SAID POINT ALSO BEING ON THE ARC OF A 3072.36 FOOT NON TANGENT RADIUS CURVE TO THE LEFT, THENCE NORTHWESTERLY ALONG THE ARC OF SAID CURVE AND SAID RIGHT OF WAY LINE THROUGH A CENTRAL ANGLE OF 1°31'09" A DISTANCE OF 81.47 FEET, CHORD BEARS NORTH 11°28'15" WEST 81.47 FEET TO A POINT ON THE WESTERLY EXTENSION OF A SOUTHERLY LINE OF CHASE OF HOLLADAY CONDOMINIUMS, AS RECORDED WITH THE OFFICE OF THE SALT LAKE COUNTY RECORDER IN BOOK 2003P OF PLATS AT PAGE 371; THENCE NORTH 87°36'30" EAST (NORTH 87°37'00" EAST BY PLAT) ALONG SAID SOUTHERLY LINE AND ITS EXTENSION THEREOF 202.43 FEET TO A POINT ON AN WESTERLY LINE OF SAID CHASE OF HOLLADAY CONDOMINIUMS; THENCE SOUTH 0°00'30" EAST ALONG SAID WESTERLY LINE AND ITS SOUTHERLY EXTENSION THEREOF 85.61 FEET TO THE POINT OF BEGINNING

CONTAINS 18,198 SQ. FT. OR 0.418 ACRES (2 LOTS)

DAVID B. DRAPER,
P.L.S. LICENSE NO. 6861599

OWNER'S DEDICATION

KNOWN ALL MEN BY THESE PRESENT THAT THE UNDERSIGNED ARE THE OWNERS OF THE ABOVE DESCRIBED TRACT OF LAND, AND HEREBY CAUSE THE SAME TO BE DIVIDED INTO LOTS, PARCELS, AND STREETS, TOGETHER WITH EASEMENTS AS SET FORTH THE BE HEREAFTER KNOWN AS:

BELLA CASA SUBDIVISION

BY:

AND DO HEREBY DEDICATE FOR PERPETUAL USE OF THE PUBLIC ALL ROADS AND OTHER AREAS SHOWN ON THIS PLAT AS INTENDED FOR PUBLIC USE. THE UNDERSIGNED OWNERS ALSO HEREBY CONVEY TO ANY AND ALL PUBLIC UTILITY COMPANIES A PERPETUAL, NON-EXCLUSIVE EASEMENT OVER THE PUBLIC UTILITY EASEMENTS SHOWN ON THIS PLAT, THE SAME TO BE USED FOR THE INSTALLATION, MAINTENANCE, AND OPERATION OF UTILITY LINES AND FACILITIES. THE UNDERSIGNED OWNERS ALSO HEREBY CONVEY ANY OTHER EASEMENTS AS SHOWN ON TO THE PARTIES INDICATED AND FOR THE PURPOSES SHOWN HEREON.

IN WITNESS WHEREOF I (WE) HAVE HEREUNTO SET OUR HAND(S) THIS ____ DAY OF ____ A.D., 20__

(PRINT NAME)

(SIGNATURE)

INDIVIDUAL ACKNOWLEDGMENT

STATE OF UTAH
COUNTY OF SALT LAKE } S.S.

ON THE ____ DAY OF ____ A.D., 20__, PERSONALLY APPEARED BEFORE ME, THE UNDERSIGNED NOTARY PUBLIC IN AND FOR SAID COUNTY OF SALT LAKE IN SAID STATE OF UTAH, THE SIGNER, 1 OF THE ABOVE OWNERS DEDICATION, IN NUMBER, WHO DULY ACKNOWLEDGED TO ME THAT ____ SIGNED IT FREELY AND VOLUNTARILY AND FOR THE USES AND PURPOSES THEREIN MENTIONED.

MY COMMISSION EXPIRES: ____

NOTARY PUBLIC
RESIDING IN SALT LAKE COUNTY

BELLA CASA SUBDIVISION

LOCATED IN THE SOUTHEAST QUARTER
OF SECTION 4, TOWNSHIP 2 SOUTH,
RANGE 1 EAST, SALT LAKE BASE AND MERIDIAN
HOLLADAY, UTAH

SALT LAKE COUNTY RECORDER

RECORD NO. _____

STATE OF UTAH, COUNTY OF SALT LAKE, RECORDED AND FILED AT THE REQUEST OF _____

DATE: _____ TIME: _____ BOOK: _____ PAGE: _____

FEE \$

SALT LAKE COUNTY RECORDER

Notice of Neighborhood Meeting

4-21-22

A Better Quality Home LLC – David George

11693 S Groves Meadow Circle South Jordan Utah 84095

801-548-6302

Dear Neighbor:

A neighborhood meeting will be held Thursday April 28, 2022 at 5:45-6:45 PM at:

Holladay City Offices
Casto Room
4580 South 2300 East
Holladay Utah 84117

to discuss the proposed Rezone, and subdivision Applications.

located at 4555 S Highland Drive Holladay Utah 84117

Please join us to discuss the proposed Rezone and Subdivision applications and share your thoughts and feelings.

Please note that this is NOT a City of Holladay Planning Commission or City Council meeting. This pre-meeting prior to presenting a pending application to the City of Holladay

Thank you.



A Better Quality Home LC

David George

May 28, 2022

Neighborhood Meeting regarding 4555 S Highland Drive

Rezoning and Subdivision

Roster of Attendees

Name

Email

Phone Number

Ellen Mitchell ellen.mitchell@hotmail.com

Patricia Trathen patricia.trathen@hotmail.com

Debra Hill dkhill@gmail.com 801-582-2425

Dan Maffucco dan.maffucco@gmail.com 208/841-0339

Tory Holloway tholloway@49.com

Jackie Matt Jackie.matt66@gmail.com 801-201-3900

Jan Mitchell j.mitchell163@gmail.com

Meeting Minutes

Neighborhood Meeting

May 28, 2022

Rezoning and Subdivision proposals

Subdivision preliminary plat design and Rezoning presented

Discussion regarding the Rezoning and Subdivision

Meeting Concluded

DRAFT

**MINUTES OF THE CITY OF HOLLADAY
PLANNING COMMISSION MEETING**

Tuesday, May 17, 2022

6:00 p.m.

**City Council Chambers
4580 South 2300 East
Holladay, Utah**

ATTENDANCE:

Planning Commission Members:

City Staff:

Howard Layton, Chair
Martin Banks
Chris Layton
Ann Mackin
Karianne Prince
Dennis Roach

Jonathan Teerlink, Community Development Director

WORK SESSION

Chair Howard Layton called the Work Session to order at approximately 5:40 p.m.

The agenda items were reviewed and discussed. It was noted that two of the action items were postponed to the next meeting.

It was reported that the June 7 meeting was rescheduled to May 31.

With regard to agenda item number 1, which was to be tabled, Commissioner Mackin stated that it was continued to allow for more specific information. She was confused as to why the applicants are now asking that the request be removed. Community Development Director, Jonathan Teerlink stated that as with any rezone request, a request can be considered from the applicant to amend the zone map. The property is in the Overlay Zone, the underlying zone is R-1-21. The Overlay Zone includes another layer of standards.

Procedural issues were discussed.

Mr. Teerlink reported on minor adjustments and amendments in response to statutory requirements. During the last Legislative Session, House Bill 282 was passed. It specifies that no municipality can require lawn as part of the landscaping definitions. Fortunately, the City had never had lawn or sod in the City's landscaping definition. They have also allowed any type of water-wise landscaping to count toward the landscaping requirement. What is proposed is specifically related to landscaping and a definition of what landscaping is. The intent is to remove

1 any reference to sod or lawn. The Legislative Session specifically focused on removing that
2 requirement.

3
4 With regard to agenda item number 4, the City Council asked that staff and the Planning
5 Commission review and study a request to add multi-family residential to the Office Research and
6 Development (“ORD”) Zone. He identified the office park on 3000 East between 3000 East and
7 Wasatch Boulevard as an area that could be potentially revitalized for residential development.
8 They are looking for various types of housing products in the City. Many rezones come before
9 the City Council and Planning Commission and most are not seen in a positive light due to the
10 increase in density. Moderate income should be allowed where possible. Because the City is
11 mostly built out, it is difficult and expensive to find and purchase appropriate locations. It is easier
12 to start afresh. The Council has been working with property owners in the area to meet both the
13 State’s statutory requirement for moderate-income housing and the City’s own requirements
14 through the Royal Holladay Hills Development Agreement. This area is one that the Council feels
15 is appropriate for multi-family development.

16
17 In response to a question raised, Mr. Teerlink stated that if the City does not meet its year
18 requirement, it will lose its Class C funding from the State. He explained that the requirement is
19 to provide moderate-income housing at 80% of the Area Median Income (“AMI”) for the average
20 household. The City is required by 2028 to provide at least 25 deed-restricted units. The
21 Development Agreement with Royal Holladay Hills is to provide a generous number of moderate-
22 income rates housing units, however, the Development Agreement that was entered into with the
23 City Council at the time agreed that none of those units would be created solely in that space but
24 disbursed throughout the City. If the City does not meet the requirement, Royal Holladay Hills
25 will take over as a group and find the housing units and create them for the City. Mr. Teerlink
26 stated that every city is trying to find property they can purchase, rehabilitate, and deed restrict.
27 The City of Holladay is not interested in becoming a landlord per se and is trying to determine
28 how to create that program.

29
30 Mr. Teerlink stated that at the former site of the Jasmine Restaurant on Murray Holladay Road, a
31 site plan was approved by the Planning Commission there for a mixed-use development. The
32 amount of office space and residential units was driven by the parking ratio. Currently, that ratio
33 is not penciling for the property.

34
35 Staff was prepared to discuss parking ratios including concepts that are being used nationwide and
36 those that are acceptable in other municipalities. He noted that some cities have completely
37 eliminated their parking ratio requirements and have no minimum parking standards. When a
38 developer comes before the City, they typically know what their parking needs will be. The
39 drawback is that the ratio developed there may not work in the future. Chair Howard Layton was
40 concerned that if there is not enough parking, it will be pushed onto the street, which is not
41 desirable in a suburban area.

42
43 Mr. Teerlink explained that when there is an overabundance of parking, an environmental situation
44 is created. The sun also reflects off of the blacktop and concrete areas that create temperature
45 changes in neighborhoods. It also prevents further potential redevelopment of sites.

1
2 It was noted that in Park City, parking ratios are deferred to the developer. Commissioner Chris
3 Layton stated that developers know what is needed to make a product successful better than the
4 Commission does. Commissioner Banks was surprised that Park City would defer to the
5 developer. Commissioner Chris Layton stated that Wasatch and Summit Counties seem to be pro-
6 development. He understood both sides of the story.
7

8 Mr. Teerlink reported that the Holladay Crossroads Zone (“HCR”) Zone has architectural
9 requirements that were requested to be reviewed and recommended by the Design Review Board
10 (“DRB”). He explained that the DRB has appointment requirements. They are property and
11 business owners and residents who live in the Village. He stated that they should have
12 representation from the HCR Zone area, which is off of 6200 South and Highland Drive. The
13 proposed amendment increases the DRB by one member and requires they be a property owner
14 and a nearby resident of the HCR zone.
15

16 **CONVENE REGULAR MEETING – Public Welcome and Opening Statement by**
17 **Commission Chair.**

18 Chair Howard Layton called the Regular Meeting to order at 6:10 p.m.
19

20 **ACTION ITEMS**

21 **1. Zone Map Amendment – Rezone – Remove FCOZ Overlay at 5560 South Wasatch**
22 **Boulevard. File #22-4-05.**

23 The above item was tabled.
24

25 **2. “Base 45 Townhomes Subdivision” – Preliminary Plan/Plat – 2180 East 4500 South**
26 **(RM Zone). File #13-4-02-4.**

27 The above item was tabled.
28

29 **3. Text Amendment – Chapter 13 Land Use Development Code; Water Conservation,**
30 **13.08, 13.10, and 13.77. File #13-4-02-4.**

31 Community Development Director, Jonathan Teerlink, reported that the above matter is a
32 legislative request on an ordinance text amendment to a couple of Code sections. Each section
33 pertains to what is required for review when an application for redevelopment or a development
34 plan is brought forth to the Planning Commission. One of the checklists includes a landscaping
35 plan. The focus of the amendment is to correlate and ensure that the City’s requirements are in
36 line with state statutory requirements passed at the most recent Legislative Session. HB-282
37 addresses all municipalities within the State to provide or remove hindrances from having a
38 property owner/developer install water-wise landscaping as their landscaping requirement in the
39 City. He clarified that water-wise landscaping may be used instead of lawn or sod.
40

41 Mr. Teerlink reported that the City’s ordinances have also allowed waterwise and xeriscape-
42 friendly to not hinder the property owner by dramatic water use. The definition was reinforced by
43 adding in the idea of Locascapes, which is a registered trademark that is used by the Jordan Valley
44 Water Conservation which is part of a greater state entity known as the Utah Conservancy Water
45 District. It involves using the right type of landscaping in a given activity space. Each type has

1 its own watering requirement. That needed to be added due to a sub-requirement by Jordan Valley
2 Water Conservancy District and their Parkstrip Conversion Program. In order to participate in the
3 Park strip Conversion Program and the rebate the Jordan Valley Water Conservancy District is
4 offering, the municipality must have these types of elements in their Code.

5
6 In response to a question raised by Commissioner Roach, Mr. Teerlink stated that Localscapes are
7 a set of definitions. He explained that the landscaping definition was changed slightly. In the site
8 plan requirements when staff is looking at a submission they are looking for a landscaping plan.

9
10 Chair Howard Layton asked Commissioner Roach for his insight on the existing tree canopy and
11 remarked that as new projects come forward there may be less motivation to plant certain types of
12 trees. Commissioner Roach stated that he has thought about ways to broach the topic with the
13 City Council and work through the Tree Committee as public advocacy. He recognized that with
14 new development it is important to plant the right trees in the right place. They now have to
15 consider water standards for the tree as well. His larger concern with the initiative behind it is that
16 they are encouraging some residents to reduce the amount of grass and go to more hardscape and
17 xeriscape. While well-meaning but not well-educated homeowners often reverse course on their
18 turf but do not take into consideration the existing trees. They then stop watering them, which
19 creates problems. He saw a lot of potential problems and challenges, particularly in areas that are
20 already heavily forested due to lack of irrigation. He was currently working with the Tree
21 Committee on the current tree list and recommended tree species that do well in drought-tolerant
22 areas.

23
24 Commissioner Roach stated that he spoke with Mr. Teerlink and asked him if the proposed
25 amendments would negate or eliminate any of the current tree requirements that they have under
26 the tree canopy or the parking lot side. Because it specifically targets turf and addresses vegetation
27 definitions, they will still have the tree replacement policy in place. Mr. Teerlink explained that
28 the tree requirement applies but the ground covering and the shrub requirements can be replaced
29 by trees but not vice versa. Chair Howard Layton wanted to make sure that any motion to adopt
30 the requested changes is adequate. Mr. Teerlink stated that he was careful to ensure that none of
31 the parking lot tree requirements required the trees to be removed in place of a water-efficient
32 system. The tree parking lot shade elements and the benefits of trees in parking lots far outweigh
33 water water-wise landscaping can place in a small area. A drip irrigation system is more efficient
34 and can continually feed the tree and is better than a ground cover situation.

35
36 Commissioner Roach reported that when there are trees in a xeriscape environment, even with a
37 highly efficient watering method, they will achieve a smaller canopy at maturity. There will also
38 be an increase in heat island effect in a xeriscape or gravel environment.

39
40 Chair Howard Layton asked if there had been any discussion in the City of requiring single-family
41 homes to provide a landscaping plan. Mr. Teerlink confirmed that there was and single-family
42 homes were specifically left out. Site plans for homes do not come to the Planning Commission
43 and are approved at the staff level.

1 Commissioner Chris Layton stated that most single-family dwellings that he is involved with are
2 required to have a landscape architect involved and the irrigation and planting is very specific and
3 scrutinized. He stated that the size of the home has determined whether there is a Landscape Plan.
4 Currently, a simple site plan shows that they are grading away from the building, addressing where
5 water is going, and determining what areas are landscaped and hardscaped. Mr. Teerlink stated
6 that when staff reviews grading or landscape plans they are looking for those elements. They also
7 determine if stormwater is being retained, if there are dramatic grade changes where retaining
8 walls will be used, and what the impervious surfaces are. The question was whether they should
9 also look at localscapes. Commissioner Chris Layton stated that often it is driven by a
10 Homeowners Association (“HOA”) who sometimes has independent boards that are very
11 specialized. For twinhomes, landscape plans and landscape architecture must be submitted to the
12 City.

13
14 Commissioner Prince commented that it seems like it would be consistent to require everyone to
15 have a Landscape Plan. She considered it to be a glaring oversight that they don’t. Commissioner
16 Roach agreed and stated that if they are trying to incorporate water-wise, highly-efficient
17 landscaping it should be a requirement. Mr. Teerlink stated that the guidelines require a great deal
18 of enforcement.

19
20 Mr. Teerlink explained that the City has three different water providers with each being drastically
21 different. There is currently no incentive to curtail water use because there is a continual source
22 for 30 to 40 percent of the residents. Commissioner Prince asked if it would be problematic for
23 Salt Lake City and Holladay Water users to include the Localscapes language in the ordinance.
24 Mr. Teerlink responded that only for Jordan Valley Water Conservancy District. It would be
25 problematic for them to not incorporate it but is currently not an issue for the other users.

26
27 Commissioner Roach referenced the proposed change to 13.77.050. Mr. Teerlink stated that some
28 language was deleted since at the time they created the minimum landscaping requirement they
29 wanted to capture homes that had been built recently. As a result, the one-year requirement no
30 longer applied. He explained that HB-282 requires municipalities to omit side yard landscaping
31 requirements. Only front yards can be regulated.

32
33 ***Commissioner Banks moved to forward a positive recommendation to the City Council to amend***
34 ***Chapters 13.04, 13.08, 13.10, and 13.77 of the Holladay Municipal Code, as amended based on***
35 ***the following findings:***

- 36
37 1. ***Compliance with the Purpose of the Land Development Code by promoting and***
38 ***facilitating the orderly growth and development within the City of Holladay.***
39
40 2. ***Compliance with the Goals and Policies of the General Plan by establishing***
41 ***appropriate development standards for all uses and zoning categories within the***
42 ***City of Holladay.***
43

1 *Commissioner Mackin seconded the motion. Vote on motion: Commissioner Chris Layton-*
2 *Aye, Commissioner Mackin-Aye, Commissioner Banks-Aye, Commissioner Roach-Aye,*
3 *Commissioner Prince-Aye, Chair Howard Layton-Aye. The motion passed unanimously.*
4

5 **4. Text Amendment – Chapter 13 Land Use Development Code; Residential Uses in the**
6 **ORD Zone, 13.45, 13.100. File #00-4-30-07.**

7 Mr. Teerlink presented the staff report and stated that the above matter involves a request to study
8 and make a recommendation about the use of multi-family within the Office Research and
9 Development (“ORD”) Zone. The ORD Zone is the City’s primary office zone and was developed
10 shortly after the City’s incorporation. It is located in an office park on the east side of the City
11 near Wasatch Boulevard. The site is tremendously restricted in terms of the uses that needed to
12 be provided there. Mr. Teerlink explained that the zone and uses were expanded recently to include
13 medical and dental uses. Some of the uses currently exist across the street in Cottonwood Heights.
14 Hotel and minor retail are permitted in that location as well.
15

16 The City has been focusing on how to address housing needs. However, it has been a struggle to
17 find a program that will provide moderate-income housing and also meet statutory and local
18 development agreement requirements for 80% Area Median Income (“AMI”) and provide
19 workforce housing. In other areas, professional moderators found properties, operated them for
20 cities, and made sure the tenants qualified for those types of uses, but this created a lot of work for
21 municipalities. Mr. Teerlink noted that the City of Holladay is built out and there is not a lot of
22 available land left. Some municipalities have been able to provide workforce-type housing in
23 conjunction with new commercial developments, but in Holladay, that is not an option to consider.
24

25 In recent months, the City Council has been able to partner with Woodbury Corporation, to find
26 out how multi-family units can be placed in the ORD Zone. There was an opportunity to place
27 housing in a location that was already intensified with uses. City Staff had put together a simple
28 recommendation, but there were two specific requests that Mr. Teerlink asked the Planning
29 Commission to review, which were as follows:
30

- 31 • Ordinance 13.45 – ORD Zone:
 - 32 ○ Current Language: Purpose of ORD land use provision;
 - 33 ○ Proposed Changes: Inclusion of multi-family land uses to meet housing needs.
- 34 • Ordinance 13.100 – Land Use Table:
 - 35 ○ Current Language: Allowable primary and accessory land uses by zone category;
 - 36 ○ Proposed Changes: Allowing multi-family residential as a primary land use; mixed-
 - 37 use PUD developments are proposed; inclusions of any ancillary uses incidental to
 - 38 a residential unit.
 - 39

40 Mr. Teerlink shared the draft amendments with the Commission. He explained that the Holladay
41 Crossroads (“HCR”) Zone has been used as a model for the ORD Zone amendments. In the HCR
42 Zone, a mixed-use Planned Unit Development (“PUD”) or mixed-use commercial PUD is
43 permitted. In the ORD Zone, the proposal was a Conditional Use for a mixed-use PUD, non-
44 residential PUD, or residential-only PUD. PUDs are fairly flexible in terms of setbacks and lot
45 sizes. In the ORD Zone, he believed there would only be requested flexibility for setbacks. He

1 felt it was appropriate to keep these uses as a Conditional Use so that conditions could be applied
2 to any PUDs.

3
4 Under the residential section, multi-family was listed as a permitted use. As for accessory uses,
5 all of the ancillary uses that came with a residential space needed to be added to the ORD Zone.
6 For instance, home occupations, household pets, and short-term rentals. Mr. Teerlink reported that
7 short-term rentals are classified as anything less than 30 days. He wondered if that type of use,
8 based on the zone, is appropriate. The Council discussed whether short-term rentals are suitable
9 for the zone. Mr. Teerlink noted that short-term rentals and moderate-income housing are in
10 conflict. However, when there was deed-restricted rent or restricted rent for a period of time, that
11 often eliminated the possibility of using the property as a short-term rental.

12
13 Chair Layton noted that short-term rentals would be a Conditional Use. As a result, individual
14 applicants would be required to come in and submit an application for that use. If a Homeowners
15 Association (“HOA”) was open to allowing short-term rentals, the interested individual would still
16 need to come to the City to obtain a permit. Mr. Teerlink pointed out that the Conditional Use
17 would depend on whether the individual lives in a rent-restricted unit. If it is a rent-restricted unit,
18 the unit would not be available for a short-term rental. That being said, from a City-perspective,
19 it would be difficult to know which units were rent-restricted and which were not.

20
21 Commissioner Banks believed that if someone qualifies for a moderate-income unit, there would
22 be a deed restriction. If that individual came to the City to ask for a Conditional Use Permit for a
23 short-term rental, that deed restriction would be clear. He wondered if the City could deny the
24 application on that basis. Mr. Teerlink explained that it would need to be written into the
25 Ordinance specifically. In the short-term rentals section of the Ordinance, there were specific
26 limitations listed. For example, it needs to be on a primary road, cannot be part of an HOA that
27 does not allow short-term rentals, and needs to be owner-occupied. Another condition could be
28 added that they be deed restricted for moderate-income housing rate based upon 80% AMI in the
29 City.

30
31 It was noted that this is the only ORD Zone in the City unless other areas of the City happen to be
32 rezoned at some point in the future. The discussions were currently focused on a specific site. Mr.
33 Teerlink explained that there had been a conversation with a potential property owner earlier in
34 the day about the potential for short-term rentals to expand within the City. He stated that it was
35 highly unlikely that the use would be expanded. Commissioner Layton felt this was an opportunity
36 for the City to benefit from the ORD Zone and make sure there is a focus on affordable housing.
37 He noted that there was one other ORD Zone in Holladay, where the hotel would be located. Mr.
38 Teerlink clarified that the property had a Development Agreement established. There would only
39 be a hotel use on the site and no other ORD Zone land uses were available.

40
41 ***Commissioner Mackin moved to forward a positive recommendation to the City Council to***
42 ***approve the proposed amendments and allow permitted multi-family land uses and accessory***
43 ***uses within the ORD Zone, as amended, on the following findings:***
44

- 1 1. *Compliance with the Purpose of the Land Development Code by promoting and*
2 *facilitating the orderly growth and development within the City of Holladay.*
3
- 4 2. *Compliance with the Goals and Policies of the General Plan by establishing*
5 *appropriate development standards for all uses and zoning categories within the*
6 *City of Holladay, according to the proposed allowed uses in Chapter 13.100*
7 *Appendix A – Allowed Uses.*
8

9 *Commissioner Prince seconded the motion. Vote on motion: Commissioner Chris Layton-Aye,*
10 *Commissioner Mackin-Aye, Commissioner Banks-Aye, Commissioner Roach-Aye,*
11 *Commissioner Prince-Aye, Chair Howard Layton-Aye. The motion passed unanimously.*
12

13 **5. Text Amendment – Chapter 13. Land Use Development Code; Off-Street Parking**
14 **Requirements, 13.80. File #01-04-23-3.**

15 Mr. Teerlink presented the staff report and stated that the above item relates to an amendment to
16 Title 13.80 – Off-Street Parking Standards of the Holladay Municipal Code. The intention is to
17 update the current off-street parking requirement ratios. He explained that a memo from former
18 City Planner, Robert Hobbs, was included in the packet for review. In the memo, some of the City
19 issues were addressed, which included some redevelopment possibilities. A lot of research had
20 gone into what municipalities could do to address an overabundance of parking, substandard
21 parking, and other scenarios where multi-modal uses (bicycles, motorcycles, scooters, and transit)
22 allowed residents to visit retail locations, but a parking space was not required for those
23 individuals, because the space would not be used.
24

25 The number of off-street parking stalls required per use were listed in the Land Use Table. The
26 required stalls are handed down through municipalities. For instance, the City of Holladay
27 received them from the County, and the County created its parking ratio requirements from a
28 handbook written in the early 1970s. There was not a scientific way to determine how many stalls
29 would be required for a specific use. One option was that the requirements could be based on
30 individual seats (seats located in a dentist's office or hair salon) as well as the number of staff
31 members. While some uses were easier to determine, when there is a mixture of uses within one
32 building, it becomes more complicated. As a result, some cities and counties were choosing to do
33 away with minimum parking requirements and allow the developer to determine what is
34 appropriate.
35

36 Mr. Teerlink presented the Parking Management Strategies, Evaluation, and Planning document
37 from Todd Litman. The document was written for the Victoria Transport Policy Institute, but it
38 shared parking strategies, evaluations, and future planning tools that made it possible to find a
39 middle ground. There could be opportunities for parking demand to be reduced based on the type
40 of use. If there was a shared parking agreement or a carpool program, for example, that could be
41 considered and the minimum standard could be reduced.
42

43 The draft amendment proposed two elements. One was specifically related to allowable strategies
44 and the other was related to multi-family parking ratios. The latter was related to the ORD Zone
45 amendment. Mr. Teerlink overviewed the parking ratio section of the Holladay Municipal Code.

1 The parking ratios for multiple dwellings in 13.80 had been modified. It was originally two spaces
2 for each unit but was now a three-bedroom unit (1.5 stalls), two-bedroom unit (1 stall), and one-
3 bedroom unit (1 stall). This ratio was used in other areas, such as the HCR Zone. Mr. Teerlink
4 explained that the ratio was proposed to be City-wide, wherever multi-family uses are proposed.
5 Most of the amendments pertained to a table that was added. It allowed different options that a
6 developer, property owner, or tenant could implement to offset parking requirements. Some of
7 the strategies included shared parking, remote parking, and walking and cycling improvements.
8 The standards were based on the document from Mr. Litman.

9
10 Commissioner Banks noted that on the chart, the fourth column was titled, "Traffic Reduction."
11 He asked about the significance of the numbers listed. Mr. Teerlink clarified that it was a
12 formatting issue. The line numbers were shown instead of the actual data. The fourth column
13 explained how the different strategies would reduce the introduction of traffic into a development.
14 For example, walking and cycling improvements could potentially reduce the parking ratio by 5-
15 15%. That was a significant traffic reduction for the City to consider.

16
17 Chair Layton noted that the main suggestion for the text amendment was to allow some reduction
18 in the parking requirements. He wondered if it would be beneficial for the Commission to take
19 time to read the report from Mr. Litman thoroughly and think about the amendments.
20 Commissioners could come back with suggestions at a later date.

21
22 Commissioner Mackin noted that Mr. Teerlink had referenced the discussions between Steve
23 Peterson and the Utah Transit Authority ("UTA"). She asked for additional information.
24 Mr. Teerlink explained that there had been conversations about a circulated route with a trolley
25 system that would connect the Holladay Village with Holladay Hills and Millrock. This would
26 reduce traffic significantly and the idea had been brought up many times. It was something that
27 could continue to be explored as a way to reduce traffic patterns. Connecting nodes of activity
28 was important.

29
30 Commissioner Roach believed the amendments stated that off-street parking requirements would
31 remain. There would then be different ways to reduce the necessary amount of parking stalls
32 through the different strategies. Mr. Teerlink confirmed this and explained that Staff was open to
33 hearing feedback about both the off-street parking requirements as well as the different strategies.
34 Commissioner Layton liked the idea of the different strategies and felt they would guide
35 developers. Commissioner Prince felt it would be best to continue the item so that Commissioners
36 could read the provided materials further. Commissioner Banks asked that the next discussion on
37 the item include some fine-tuning of the initial numbers.

38
39 ***Commissioner Banks moved to continue the proposal to amend 13.80 – Off-Street Parking***
40 ***Requirements for further discussion at the May 31, 2022, Planning Commission Meeting.***
41 ***Commissioner Layton seconded the motion. Vote on motion: Commissioner Chris Layton-Aye,***
42 ***Commissioner Mackin-Aye, Commissioner Banks-Aye, Commissioner Roach-Aye,***
43 ***Commissioner Prince-Aye, Chair Howard Layton-Aye. The motion passed unanimously.***
44

1 **6. Text Amendment – Chapter 13 Land Use Development Code; Design Review Board**
2 **Locale Requirement, 13.05. File #22-4-04.**

3 Mr. Teerlink presented the staff report and stated that the above matter is a housekeeping item.
4 Along with the HCR Zone came some architectural standards. For the Planning Commission to
5 review an architectural proposal of new development within the HCR Zone, there needs to be a
6 recommendation from the Design Review Board (“DRB”). The DRB consists of five members
7 who specialize in some sort of design element. For instance, landscape architecture or interior
8 design. This allows the Planning Commission to focus on other elements of the Site Plan.
9 However, the DRB members are locally appointed, which means they need to be property owners
10 or business owners within the Holladay Village or live nearby. Expanding the Board from five to
11 six members would allow there to be a property owner or business owner within the HCR Zone.
12 Mr. Teerlink noted that someone who is near the zone would be beneficial. He believed that
13 representation on the Board would be meaningful to applicants.

14
15 *Commissioner Prince moved to forward a positive recommendation to the City Council to*
16 *approve the proposal to amend Title 13.05, the appointment requirements of the Design Review*
17 *Board of the Holladay Municipal Code, as proposed in the Ordinance amendment and presented*
18 *by Staff. Commissioner Roach seconded the motion. Vote on motion: Commissioner Chris*
19 *Layton-Aye, Commissioner Mackin-Aye, Commissioner Banks-Aye, Commissioner Roach-Aye,*
20 *Commissioner Prince-Aye, Chair Howard Layton-Aye. The motion passed unanimously.*

21
22 **ACTION ITEMS**

23
24 **7. Approval of Minutes – April 5, 2022.**

25 *Commissioner Mackin moved to approve the April 5, 2022, Meeting Minutes. There was no*
26 *second. The motion passed with the unanimous consent of the Commission.*

27
28 **ADJOURN**

29 *Commissioner Mackin moved to adjourn. The motion was not seconded. The motion passed*
30 *with the unanimous consent of the Commission.*

31
32 The Planning Commission Meeting adjourned at approximately 7:35 p.m.

1 *I hereby certify that the foregoing represents a true, accurate, and complete record of the City*
2 *of Holladay Planning Commission Meeting held Tuesday, May 17, 2022.*
3
4
5

6 Teri Forbes

7 Teri Forbes
8 T Forbes Group
9 Minutes Secretary

10
11 Minutes Approved: _____

DRAFT



Request: **Ordinance amendments: Off-Street Parking Requirements**
Subject: Update and continuity amendments to off-street parking ratios and consideration of allowable adjustments based upon proposed scenarios.
Applicant: City of Holladay, Community and Economic Development Department
Planner: Jonathan Teerlink

GOVERNING ORDINANCES:	13.07.030	Text Amendment Procedure / Requirements
	13.80	Off Street Parking

REQUIRED PLANNING COMMISSION ACTION: Legislative

Text, or ordinance amendments are proposed changes to the City of Holladay Code. Amendments can be in the form of a new, or an alteration of, existing rules or regulations/standards. Such amendments to the City of Holladay ordinance requires the Planning Commission to hold a public hearing and forward a recommendation, with findings, to the City Council for final decision/action.

REQUEST

Proposal by city staff to Amend Title 13.80; Off Street Parking Standards, of the Holladay Municipal Code. The purpose of the Code Amendment is to update the minimum parking requirements for various land uses within the city, such as minimum spaces per bedroom of residential dwelling units.

REASONING & PURPOSE

The overall intent of this amendment is to update land use terminology, implement modern parking theory to update current ratios and address overparking of certain uses. Also, to open a discussion of modern parking requirements used nationwide; specifically allowances for adjustments to minimum standards based upon locale and or proposed parking strategy proposed by the property owner/developer.

NON-CONFORMING USES

This Code Amendment would not create any non-conforming use situations.

BACKGROUND

Determining the right amount of parking is always a delicate balancing act, between the need for access in an auto-oriented world and the desire to minimize traffic and the sometimes-harmful impacts autos bring. Many communities are concerned about the negative impacts of having too little parking – neighbors complain, cars are parked illegally, shop owners worry about discouraging patrons, lenders and developers worry about the desirability of their properties, drivers waste time hunting for parking spaces, etc. Recently, some communities have begun to realize that too much parking can be as detrimental to the community, environment and redevelopment potential as too little, and have taken steps to reduce parking requirements and improve the efficiency of existing parking.

There is no simple, correct answer on how much parking is needed. Factors depend on:

- Area of interest (town and neighborhood centers will have different needs than standalone developments)
- Access available to that area (less parking is needed for locations with good walking and transit access)
- Type of development existing or planned (residential parking needs are greatest overnight, office during the day, and some retail uses will need the most parking on weekends)
- Varied approaches by the property owner or building operator to address appropriate parking needs

One way to improve on generic parking requirements in to allow flexibility based upon certain considerations such as;

- Access to transit
- Presence of nearby complementary destinations within walking and biking distances
- Potential for shared parking
- Expected demographics for residential developments (age, auto ownership, income etc.)
- Implementing programs to reduce parking need; carpools, car sharing, bike/motorcycle spaces

GENERAL PLAN COMPLIANCE

The General Plan encourages appropriate development standards for all uses and zoning categories within Holladay. This code amendment would further that goal and objective.

SUMMARY OF CHANGES COMPARISON CHART

Below is a simplified comparison chart of the current (codified) code and the most recent proposal.

Ordinance	Topic	Current Language	Proposed Changes
13.80	<i>Off Street Parking</i>	The current ordinance irregulates an assumed minimum off street parking requirement by use.	Address missing ratio for residential parking / bedroom count
			allowable strategies which may adjust the required minimum parking demand by use.

RECOMMENDATION:

Staff recommends that the Planning Commission hold the required public hearing and moderate a discussion on staff prepared proposals. A motion to continue may be necessary – *staff direction on specific elements is appropriate.*

MOTION EXAMPLES

A motion to continue:

“I___Motion to continue the proposal to amend 13.80 off street parking requirements for further discussion”

13.80.010: PURPOSE:

The purpose of this chapter is to reduce street congestion and traffic hazards in the City by incorporating adequate, attractively designed facilities for off street parking and loading as an integral part of every use of land in the City. (Ord. 2012-15, 9-20-2012)

13.80.020: OFF STREET PARKING REQUIRED:

A. Parking Required: There shall be provided at the time any building or structure is erected or enlarged or increased in capacity, or any use is established, off street parking spaces for automobiles in accordance with the requirements in this chapter.

B. Plans Required To Obtain Building Permit: All applications for a building permit shall be accompanied by a plot plan showing the required parking spaces, with ingress and egress. The plan shall be reviewed and approved by the Community Development Department.

C. Alternatives To On Site Parking: The required off street parking for any new use, structure or building which, due to the size or location of the parcel, cannot be provided on the premises may be provided on other property not more than a three hundred foot (300') distance from the building site measured along the shortest available pedestrian route of access upon a finding by the Planning Commission that the off site parking is conveniently located for such use and will not create a traffic or safety problem. (Ord. 2012-15, 9-20-2012)

13.80.040: NUMBER OF SPACES REQUIRED:

Under no circumstances shall there be less parking spaces provided than actually required by the use.

A. Number Specified: The minimum number of off street parking spaces required in all zones except the HV Zone, shall be as follows:

Amusement center (arcade)	1 space per 100 square feet of floor area
Apartments for elderly persons	1 space for each dwelling unit
Automobile or machinery sales and service garages	2 spaces plus 1 space for each 400 square feet of net floor area
Banks and business or professional offices	2 spaces plus 1 space for each 200 square feet of floor area
Bed and breakfast	1 space for each person employed on the highest employment shift, plus 1 space for every guestroom, plus parking for all accessory uses defined in this title
Bowling alleys	5 for each alley
Churches	1 space for each 61/2 feet of linear pew or 31/2 seats in the auditorium; provided, however, that where a church building is designed or intended to be used by 2 congregations, 11/2 parking spaces shall be provided for each 31/2 seats in the auditorium. For buildings designed or intended to be used for conferences or other special meetings involving more than the regular congregations, the necessary parking shall be determined by the Planning Commission
Dance halls and assembly halls without fixed seats, exhibition halls,	3 spaces for each 100 square feet of floor area used by assembly or dancing

except church assembly rooms in conjunction with auditorium	
Daycare center for children	4 spaces plus 1 space per 500 square feet of floor area
Dormitory building	1 space for each tenant
Dwellings, multiple	2 spaces for each <u>3 bedroom unit, 1.5 for each 2 bedroom unit, 1 space for each 1 bedroom unit dwelling unit</u>
Dwellings, single-family	2 spaces for each dwelling unit
Dwellings, internal accessory dwelling unit	1 space for each dwelling unit
Funeral homes, mortuaries	1 space for each 40 square feet of floor area in assembly room
Furniture and appliance stores, household equipment or furniture repair shop	1 space for each 600 square feet of gross leasable area
Hospitals and convalescent hospitals	2 spaces per bed for the total capacity of building
Hotels and motels	1 space for each living or sleeping unit, plus parking for all accessory uses as defined in this title
Indoor firearms and/or archery range	2 spaces per shooting point
Manufacturing plants, research or testing laboratories, bottling plants	1 space for each person employed on the highest employment shift
Medical or dental clinics	6 spaces for each doctor's office plus 1 space per employee
Nursing homes	4 spaces plus 1 space per each 5 beds
Recreation	4 spaces per court for tennis courts, 3 spaces per court for racquetball courts, 2 spaces per court for squash courts
Residential facility for elderly persons	2 spaces for the dwelling unit, plus 2 spaces for visitors, the parking spaces may be arranged 1 behind the other
Residential healthcare facility	4 spaces for facilities with 5 or less residents, the parking spaces may be arranged 1 behind the other; and 4 spaces plus 1 space per each 5 beds
Restaurant, coffee/juice bar - full service	1 space per 100 square feet of dining area or 1 space for each 3 seats (whichever is greater) plus 1 stall per each shift employee. Required parking shall not include minimum spaces required in drive-thru lanes (section 13.80.140 of this chapter)
Restaurant, drive-up/drive-thru (fast food outlet with large portion of take-out and/or drive-thru service)	2 spaces per 100 square feet of dining area or 1 space for each 2 1/2 seats (whichever is greater) plus 1 stall per each shift employee. Required parking shall not include minimum spaces required in drive-thru lanes (section 13.80.140 of this chapter)
Restaurants or private nonprofit clubs	1 space for each 2 1/2 seats or 3 spaces per 100 square feet of floor area, whichever is greater
Retail stores, shops, etc., except as provided in this subsection	1 space for each 200 square feet of retail floor space
Rooming/boarding house	1 space per bedroom
Schools	1 space for each 3 1/2 seats in an auditorium, plus 1 space for each administrator and faculty
Shopping centers	5 spaces for each 1,000 square feet of gross leasable area

Short term rental	2 spaces per dwelling unit plus 1 additional space for each bedroom exceeding 2 bedrooms. For buildings with 2 dwelling units or less, the third and fourth spaces, when required, can be in tandem with the first 2 spaces required
Sports arenas, auditoriums, theaters, assembly halls and meeting rooms	1 space for each 3 seats of maximum seating capacity
Trailer sales	5 spaces minimum, or 5 percent of the total site area excluding the landscaped areas, whichever is greater
Wholesale establishments, warehouses, service and maintenance centers and communication equipment buildings	1 space for each person employed during the highest employment shift

B. Adjustments to Off Street Parking minimums may be allowed to account for local factors and proposed development strategies to reduce traffic. The following table summarizes allowable strategies which may adjust the required minimum parking demand by use.

<u>Strategy</u>	<u>Description</u>	<u>Typical Reduction</u>	<u>Traffic Reduction</u>
<u>Shared Parking</u>	<u>Have each parking space serve multiple users and destinations.</u>	<u>10-30%</u>	
<u>Parking Regulations</u>	<u>Regulations that favor higher-value uses such as service vehicles, deliveries, customers, quick errands, and people with special needs.</u>	<u>10-30%</u>	
<u>More Accurate and Flexible Standards</u>	<u>Adjust parking standards to more accurately reflect demand in a particular situation.</u>	<u>10-30%</u>	
<u>Parking Maximums</u>	<u>Establish maximum parking standards.</u>	<u>10-30%</u>	
<u>Remote Parking</u>	<u>Provide off-site or urban fringe parking facilities.</u>	<u>10-30%</u>	
<u>Smart Growth</u>	<u>Encourage more compact, mixed, multi-modal development to allow more parking sharing and use of alternative modes.</u>	<u>10-30%</u>	X
<u>Walking and cycling Improvements</u>	<u>Improve walking and cycling conditions to expand the range of destinations serviced by a parking facility.</u>	<u>5-15%</u>	X
<u>Increase Capacity of Existing Facilities</u>	<u>Increase parking supply by using otherwise wasted space, smaller stalls, car stackers and valet parking.</u>	<u>5-15%</u>	
<u>Mobility Management</u>	<u>Encourage more efficient travel patterns, including changes in mode, timing, destination and vehicle trip frequency.</u>	<u>10-30%</u>	X
<u>Parking Pricing</u>	<u>Charge motorists directly and efficiently for using parking facilities.</u>	<u>10-30%</u>	X
<u>Improve Pricing Methods</u>	<u>Use better charging techniques to make pricing more convenient and cost effective.</u>	<u>NA</u>	X
<u>Financial Incentives</u>	<u>Provide financial incentives to shift mode.</u>	<u>10-30%</u>	X
<u>Bicycle Facilities</u>	<u>Provide bicycle storage and changing facilities.</u>	<u>5-15%</u>	X
<u>Improve User Information and Marketing</u>	<u>Provide convenient and accurate information on parking availability and price, using maps, signs, brochures and electronic communication.</u>	<u>5-15%</u>	X
<u>Improve Enforcement</u>	<u>Insure that parking regulation enforcement is efficient, considerate and fair.</u>	<u>NA</u>	
<u>Transportation Management Associations</u>	<u>Establish member-controlled organizations that provide transport and parking management services in a particular area.</u>	<u>NA</u>	X

1
2 B. Developments In The HV Zone:

3 1. Minimum Number Of Parking Spaces: All developments within the HV Zone shall provide a
4 minimum number of off street parking spaces in the amount specified on chart 13.80.1 in this section. In
5 no case shall the parking provided be less than that required by the use(s) allowed within the structure
6 except as specifically allowed by the Planning Commission upon request per subsection B4 of this section.
7 Notwithstanding the foregoing, when shared parking is furnished as provided in section 13.80.050 of this
8 chapter, the total number of required parking spaces may be reduced as authorized in that section.
9

10 CHART 13.80.1

11
12 Note:

13 1. When a dwelling unit has over 4 bedrooms, the Community Development Director shall designate the
14 number of required spaces.

15 2. Existing Surface Parking Lots: The use of existing surface parking lots within the HV Zone may be
16 continued so long as upon expansion or remodeling of the associated structures (see section 13.71.060 of
17 this title), the parking lot is improved, where reasonably possible, to meet the requirements of this
18 section. Exceptions may be granted by the Community Development Director using alternative parking
19 located within two hundred feet (200') from the project site.

20 3. Maximum Number Of Spaces: In the HV Zone, the maximum number of surface lot parking spaces
21 shall be no more than one hundred twenty five percent (125%) of the required minimum number of
22 spaces as required in chart 13.80.1 of this section.

23 4. Abutting Public Parking: The Planning Commission may allow for fifty percent (50%) of
24 immediately abutting parking stalls in the public right-of-way to be counted toward the minimum
25 required number of stalls for a use in the HV Zone as per chart 13.80.1 of this section, if:

26 a. The use can demonstrate that the abutting parking stalls will be used by the customers of that use
27 as the primary parking location within the village, and

28 b. The use can demonstrate that the reduced number of on site parking stalls in conjunction with
29 the abutting stalls in the right of way will be adequate to accommodate the general business activity on
30 the site, and

31 c. The approval of abutting stalls in the public right of way will not detrimentally impact overall
32 parking capacity of the Holladay Village area and does not represent a violation of the spirit and intent of
33 this title, and

34 d. The abutting on street stalls will not be marked, signed or implied by the use that any stall is
35 reserved for exclusive use by the business. (Ord. 2016-25, 11-3-2016)

36 C. Number Of Parking Spaces For Uses Not Specified: For any use of building not specified in this
37 section, the off street parking requirement shall be determined by the community development director
38 being guided, where appropriate, by the requirements set forth in this section for uses or buildings
39 which, in the opinion of the community development director, are similar to the use or building under
40 consideration.

41 D. Gross Floor Area Defined: "Gross floor area" means the total floor area designed for public access,
42 including basements, mezzanines and upper floors. (Ord. 2013-26, 10-10-2013; amd. Ord. 2021-24, 9-9-
43 2021)

44
45
46 13.80.050: SHARED PARKING:

47 A. Permitted: Notwithstanding any other parking requirements provided in this chapter, when
48 nonresidential land uses occupy the same or abutting lots in the R-M, C-1, C-2, HV, or the O-R-D zone, the

total number of off street parking spaces required for each use (section 13.80.040 of this chapter) may be combined and shared upon approval as provided herein. A proposal for sharing of off street parking shall be presented to the planning commission for site plan review and conditional use approval. (Ord. 2015-02, 2-5-2015)

B. Application Information: An application for shared parking shall contain the following:

1. The location and type of each use that will share the parking facility;
2. The total parking requirements for each use as provided in section 13.80.040 of this chapter or other applicable provision of this title;
3. The proposed hours of operation of each use;
4. Documentation that shows the uses sharing a parking lot are unlikely to produce a substantial demand for parking at the same time;
5. The number and size of proposed parking spaces. All spaces shall meet the size requirements in subsection 13.80.030A of this chapter, size of spaces;
6. A site plan that demonstrates that the proposed shared parking facility will comply with all the standards required by this code for parking lot development;
7. Proof of ownership of shared parking facility; and
8. A landscaping plan.

C. Approval Conditions: Shared parking shall only be approved if:

1. The shared parking facility is located on land in the same ownership as the use, which ownership is established by deed, easement or lease;
2. Ownership as established in subsection C1 of this section is maintained for the duration of the shared parking permit;
3. A sufficient number of spaces are provided to meet the maximum parking demand of the participating uses;
4. Satisfactory evidence establishes that the participating uses are unlikely to produce a substantial demand for parking at the same time;
5. A disclosure statement is recorded with the city recorder's office stating that the use on the property is contingent on the existence of a shared parking approval;
6. Additional landscaping is provided, as required by the planning commission; and
7. There is a finding by the planning commission that the shared parking facility is conveniently located for such use, readily used, and will not create a traffic or safety problem.

D. Changes: Any subsequent change in use, occupancy, hours of operation, or to a structure shall require review by the community development director to ensure that any such change complies with the provisions of this chapter. Failure to comply may result in the revocation of the conditional use permit. (Ord. 2012-15, 9-20-2012)